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RULES and ORDERS

Relating to

CHARTERHOUSE,

And to the Good GOVERNMENT thereof.

Charterhouse
107





RULES and ORDERS

Relating to

CHARTERHOUSE.



THE HOSPITAL OF KING JAMES Old Estab.
FOUNDED IN CHARTERHOUSE IN 21 June,
THE COUNTY OF MIDDLESEX, 1627.

AT THE HUMBLE PETITION, AND
ONLY COSTS AND CHARGES OF
THOMAS SUTTON, ESQUIRE : This

Stile shall be inviolably observed, and expressed
in the same formal Words upon all Evidences, Conveyances, Leases,
and Writings of Records : And all other Things ordered and enacted
by the Letters Patents, for the Foundation of the Hospital, shall be
inviolably kept and observed.

There shall be an Anniversary Commemoration of the FOUNDER Old Estab.
kept every 12th Day of *December* with solemn Service, a Sermon,
and such Increase of Commons, as is allowed on great Festivals.

There shall be for ever hereafter Sixteen Persons, who shall be Lett. Pat.
called the Governours of the Lands, Possessions, Revenues and Foun.
Goods of the Hospital of King James founded in *Charterhouse*, in
the County of *Middlesex*, at the humble Petition, and only Costs
and Charges of *Thomas Sutton*, Esquire ; and when, and as often as
any of them shall happen to decease, or be removed from being
Governour or Governours thereof, the Governours for the Time
being shall, within two Months following, elect and choose such
Person or Persons, in the Place, or Places of them, as to their Wis-
dom shall seem meet.

The Master of the Hospital shall be always one of the Sixteen Lett. Pat.
Governours thereof.

Every Person elected a Governour of the Hospital shall, before A[&] Parl.
he exercise the Place of such Governour, take the Oaths of Su- 3 Car. I.

premacý and Allegiance, which any two Governours may administer unto him.

Ibid.

The Governours, or major Part of them assembled together, may do all Corporate Acts, according to the true Intent and Meaning of the Letters Patents of the Foundation, and of the Act of Parliament in the third Year of King *Charles* the First, for the Confirmation of the Hospital.

Act Parl.
8 *Geor.* I.

If any Number of Governours under Nine, and not less than Five, shall meet and assemble together at *Charterhouse*, for the Affairs of the said Corporation, (Notice of Four Days at least of Time and Place of such Meeting having been first given, and left at the usual Place of Abode of each of the said Governours within the City of *London*, or Bills of Mortality) and Five of the said Governours there assembled shall, by their joint Consent, act, or do any Matter, or Things relating to the said Corporation, such Acts or Deeds shall, to all Intents and Purposes, be, and be deemed, and taken to be, the Acts and Deeds of the said Corporation, and shall be of the same Force, Validity and Effect, as if done at a Corporate Meeting of all the Governours, any Law to the contrary notwithstanding.

Assem. 21

The first Meeting of the Governours, after the first Day of *June*, 1721. *March* yearly, shall be at *Charterhouse*.

Old Estab.

There shall be an Assembly in *June* or *July*, to dispose of the Scholars to the Universities or Trades, as also to determine and order any other Business.

Old Estab.

Lett. Pat.
Foun.

Other Assemblies shall be accidentary upon the Occasion of the Death or Resignation of a Governour, Officer of the Foundation, or Incumbent upon any Spiritual Living of the Patronage of the Hospital, to elect or present another in his Place, wherein it is provided, that the Spiritual Livings be conferred on Persons capable, and such as do, or have done actual Service to the House, or been Members thereof, before any others; and so many of the Scholars, which shall from Time to Time be brought up and taught in the said Hospital, and every of them as shall after be fully qualified and become meet to take upon them, or any of them, the Charge of the Churches, Rectories, Parsonages, Vicarages, Chapels, and other Spiritual Livings aforesaid, shall, as near as may be, from Time to Time be by the Governours presented, preferred and collated thereunto before any other Person or Persons whatsoever, avoiding

as

as much as may be the Giving of more Benefices than one to any one Incumbent.

Any Three or more of the Governours shall make a Committee, Assen. and have a Power to act in such Business, as either by Order of Re- 24 June ference from the Assembly, or otherwise by the Orders and Consti- 1713. tutions of the Hospital, are usually laid before Committees.

The Governours jointly taken make the Head of this Body Cor- Old Estab. porate : The poor Brothers and Scholars, and * such Officers as are mentioned only in the King's Letters Patents, shall be styled Members of the Foundation, and shall be chosen within two Months after the Vacancy, according to the express Words of the Letters Patents.

All other Officers of the Revenue, or Household, not particularly Old Estab. mentioned in the Letters Patents aforesaid, shall be accepted, reputed and taken as Members of arbitrary Election ; and it shall be in the Governours Power to make their Number more or less, and to chuse them sooner or later, as to their Wisdom shall seem best for the Good of the Hospital.

The Master, Preacher, School-master, Usher, Officers, Poor Bre- A& Parl. thren, and every of them, shall before he exercise, or take any 3 Car. I. Benefit of such Place, take the Oaths of Allegiance and Supremacy, and also shall take an Oath, that neither he, nor any other for him with his Privy, Allowance or Consent, hath given or shall give, directly or indirectly, any Money or other Gratuity or Reward, for or in Respect of the Having or Enjoying of the said Place ; which Oath shall be administred unto the Master by any two Governours of the Hospital ; and to the Preacher, School-master, Usher, Officers, and Poor Brethren, by any one Governour, with the Master of the Hospital.

No Patent or Fee shall be granted for Life to any Officer what- Old Estab. soever, but *durante bene placito*.

The Common Seal of the Hospital shall be kept in the Evidence- Old Estab. House under four Keys, to be in the Custody of whom the Governours shall appoint, provided the Master of the Hospital shall have the Custody of one.

The Keys of the Evidence-House shall be in the Custody of Old Estab. whom the Governors shall appoint, provided the Master shall always keep one : And no Writings shall be delivered out to the Register, but with a Note of the Particulars registered in a Book under the

* The Master, Preacher, School-master, and Usher, are the Officers mentioned in the Letters Patents.

the Master's Hand, and a Note taken from his Hand that receives them, for the Re-delivery.

Old Estab.

The Hospital shall be furnished with the necessary Implements against any Casualty by Fire, either in *Charterhouse* or the Precincts thereof.

Old Estab.

What other Orders soever the Governours in Assembly shall make for the Good of the Hospital, and sign them with their own Hands in the Assembly Book, shall stand in full Force and Power during the Pleasure of the Governours.

Assen.

24 June,
1664.

The Orders and Constitutions of every Assembly shall be engrossed in the Assembly Book by the Register, and signed by the Governours present, at or before the next Assembly.

Old Estab.

All which Orders and Constitutions the Master, Preacher, Register, and other Officers, Members and Servants of the House whom it may concern, shall observe and obey, as they will answer the Contrary at their Peril.

The Master.

Old Estab.

THE MASTER shall have the Oeconomical Government of the House and Household during the Governours Pleasure, and Power to put upon any Officer a Mulct not exceeding the Value of a Week or Fortnight's Commons, which shall be continued, unless the Governours at the next Assembly shall see Cause, and give Order to the contrary: And also to fine any poor Brother a Week or Fortnight's Commons, upon any Misdemeanor, in his Discretion, deserving the same: Any further Penalty he shall not inflict (except only in such Cases, as there are especial Orders directing him) but upon Continuance of the Transgression, and Incurability, he shall inform the Governours at the next Assembly, that the Offender may be by them more severely and condignly chastised by way of Mulct, Expulsion, or otherwise, as to their Wisdom shall seem best, and most just for his Correction, and the Terror of others.

Old Estab.

All the inferior Servants of the Household shall be put in or out at the Discretion of the Master, but he shall have this Power in Subordination to the Governours, and his Actions shall be alterable by their Censure and Revocation, upon just Cause of Complaint.

He

He shall not increase or decrease any Diets, Stipends, Fees or Old Estab. Wages in the House or School, under or above the Rates appointed by the Governours, as he will answer the Contrary, upon Pain of paying the Surcharge himself, and incurring the Governours Displeasure in case any Allowance be shortened.

The Preacher.

THE PREACHER shall be qualified both for his Learning and Old Estab. good Conversation of Life, to be capable and fit for the Place, aged above Thirty Years, a Master of Arts of Seven Years standing at the least, and one that has been a Preaching Minister the Space of Four Years, or more.

The first and chief Care and Charge to be imposed upon the Master and him, is the Service of God, that they, and all the Officers, Old Estab. poor Brothers, and Servants of the Household, frequent the Chapel daily at the accustomed Time of Divine Service: The like shall be observed by the School-master, Usher, and Scholars of the Foundation, upon every *Sunday*, Holiday and Vigil, and that there be a Sermon every *Sunday* at Morning Prayer, either by him the said Preacher, or some other appointed by him. And that the Scholars Affem. 2 Nov. 1674. be catechized upon *Sundays* in the Afternoon, in the Presence of the Pensioners, and that an Exposition be then made thereupon for their better Instruction in the Fundamentals of Religion.

The Master and Preacher shall have in Care and Charge to see, Old Estab. that the whole Household, and those of the School of the Age of Sixteen Years and upwards, shall receive the Blessed Sacrament yearly at the three solemn Feasts of *Christmas*, *Easter* and *Whitsontide*, unless they be satisfied by some lawful Excuse and just Cause of their Failing, otherwise the Party denying or delaying, shall be liable to the Master's Chastisement, and the Governours further Censure.

The Master and Preacher shall have Superintendancy over the Old Estab. Chapel Clerk, Organist, and Sexton, to see if each of them carefully perform the Duties of his Place; the First in reading Divine Service at the Hours accustomed, assisting the Preacher at the Communion, and burying the Dead: The Second in teaching the poor Scholars to sing; and playing on the Organs at set Times of Divine Service: The Third in keeping the Chapel in a cleanly, comely and

and decent Manner, and carefully performing all other Services belonging to such a Place, otherwise they and every of them shall be subject to the Master's Punishment.

The Physician.

Old Estab.

THE PHYSICIAN shall be qualified with the Degree of a Doctor in that Profession, and shall have his yearly Fee of Twenty Pounds confirmed unto him, and shall reside and dwell in the House appointed for the Physician in the Hospital.

Assen.
25 Nov.
1617.

He shall take especial Care, that no one shall be admitted into the Hospital, whose Body is tainted with any unclean or infectious Disease.

He shall visit the sick Persons of the Hospital, as Need shall require, and prescribe Medicines fitting and necessary for their Disease and Sicknes.

The Officers of the Revenue.

The Register.

Old Estab.

THE REGISTER shall be lodged and dieted in the Hospital, a Man of good Conversation, well practised in following Law Causes, a good Pen-man, ready, diligent and faithful in all such Employments, as the Governours or Master shall put upon him.

Old Estab.

His Employment shall be to summon all Assemblies, to register their Orders and Decrees in the Assembly Book, to draw all Patents and Leases, make them ready for the Common Seal, and enroll them; to call in Arrearages of Rents and make Seizure, and Re-entry for Default of Payment by Warrant of the Governours; to take all Petitions and present them to the Table; to take Bond for the Teaching, well using and Maintenance of poor Scholars made Apprentices, and the Master's Order and Direction to put in Suit the Bonds forfeited either for Non-payment of Debts, Non-performance of Covenants, or for any other Cause whatsoever, for and concerning the said House and Hospital.

Assen.
25 April,
1722.

He shall, together with every Summons for an Assembly or Committee, send to each Governour a Paper of the Heads of Business

Business then to be laid before the Governours, and shall date the Time of such Summons.

He shall once every Year make a new Rental, and deliver it to Comm. the Receiver; and upon the Receiving an Account in Writing from ^{11 Dec.} the Receiver, of any one Tenant's owing a Year's Rent, he shall ^{1717.} forthwith write to such Tenant to pay the same; and if in two Months after the Year expires, he shall not reduce his Arrears to half a Year's Rent, such Tenant shall be proceeded against according to Law.

He shall not, directly or indirectly, contract for the Preferring of Old Estab. Poor Men, or Boys into the Hospital, nor with any of the Tenants for Renewing their Leases; such Business shall immediately be preferred by Petition to the Governours only, and then presented by him to the Table; and if he be a Transgressor herein, he shall forfeit his Place.

He shall not cancel or deface any Orders concluded at an As- Old Estab. sembly, and signed by the Governours there present, upon Peril of losing his Place.

He shall not presume to receive or meddle with any Monies Old Estab. accruing due to the Hospital, by Way of Fine, Rent, or Debt how-ever.

He shall give the Governours Notice from Time to Time, when their Turns shall happen to put in Pensioners, and Scholars. ^{Assem. June 7, 1746.}

The Receiver.

THE RECEIVER shall not enter into the Execution of his Office Old Estab. before he give good Security by Ten several Bonds of Two Hundred Pounds each, wherein himself, with two sufficient Securities in every Bond, shall stand bound to the Governours for the faithful Execution of his Place, and Discharging his Account.

He shall from Time to Time, so long as he shall continue in the said Office, do his best Endeavour to receive and collect all and singular the Rents and Revenues of the Hospital. And whensoever any Tenant shall owe and be in Arrear one Year's Rent, he shall forthwith give an Account in Writing to the Register of the Hospital, of the Name and Arrears of every such Tenant.

Receiver's
Indenture
confirmed,
13 March,
1717.

There shall be two Cash-Books, one to be kept by the Master of the Hospital, the other by the Receiver, who shall enter into his Cash-Book all and every Sum and Sums of Money paid to him or his Order, for the Use of the said Hospital, immediately after the Payment thereof, and upon every *Monday* Morning he shall attend the Master of the Hospital, or in his Absence, such Persons as shall be deputed by the Master for such Purpose, with the said Cash-Book, and shall then enter into the Master's Cash-Book all such Payments that shall not be before that Time entered therein, that the Master, or the Person in his Absence deputed by him, may see that the Entries in the two Cash-Books agree; and the Receiver shall certify at the Foot of each Weekly Account, what Sum of Money there was then remaining in his Hands.

Ibid.

He shall make a just Entry in the large Leidger-Book of the Tenants Names and Rents, of all Rents and Monies received from them, and shall, as often as required, attend the Master with the said Leidger-Book.

Ibid.

He shall pay, or cause to be paid, to the Manciple of the Hospital 30 *l.* on every *Friday*, for the weekly Provision and Diet of the Hospital, and shall quarterly make up, and clear Accounts with the said Manciple.

Ibid.

He shall pay all the Tradesmens Bills for Necessaries delivered for the Use of the Hospital, as soon as allowed, and signed by the Master, if there be Cash then sufficient in his Hands; but if not, as soon as there shall be.

Ibid.

He shall pay, or cause to be paid quarterly unto the Master, Preacher, School-master and Usher, and all other the Officers, Pensioners, Members and Servants of the Hospital, all such Fees, Pensions, Wages, and other Allowances, as by any Order, Ordinances, Constitutions and Grants made, or to be made by the Governours, as are or shall be appointed to be paid to them, *viz.* on the Feasts of *St. Michael* the Archangel, the Birth of our Lord Christ, the Annunciation of the Blessed Virgin *Mary*, and the Nativity of *St. John* the Baptist, or within ten Days next after each of the said Feasts in every Year.

Ibid.

He shall keep a Book of Disbursements, wherein all Payments by him made on Account of the Hospital shall be duly entered, with the true Date of such Payments. And in the same Book, at the other End thereof, he shall take Acquittances from all and every Person

Person and Persons to whom he shall pay the same, and shall carefully file up all Tradesmens Bills, and Scholars Certificates of Exhibitions by him paid, and shall attend the Master with the Book of Disbursements, as often as required thereto.

He shall make up quarterly an Account of his Receipts and Payments, within one Month after the End of each Quarter, and in the fifth Week of each Quarter shall produce it, with proper Vouchers, before the Auditor of the Hospital, to the End that the Auditor may examine the same, and see that the Receipts agree with the Rental, and the Payments made pursuant to the Orders of the Governours: And in the sixth Week after the End of every Quarter, he shall pass such Accounts with the Master in proper Books for that Purpose, and sign the Account so passed.

He shall yearly after the Feast of the Birth of our Lord Christ, and before the first Day of *March*, make a true and perfect Account before the Auditor, of all and singular the Sum and Sums of Money by him, or by others by his Order received for the Use and Benefit of the Hospital, in and through all the Year last past, ending at the Feast of the Birth of our Lord Christ preceding.

He shall yearly before the 5th Day of *March*, well and truly deliver and put into the Iron Chest provided in the Hospital for that Purpose, all such Sum and Sums of Money, as shall, upon the Determination of the aforesaid Account, remain in his Hands, above the Sum of Two Hundred Pounds, to remain in his Hands for the immediate Occasions of the Hospital.

He shall yearly after the first Day of *March* send to every Governour a Copy of his yearly Account to *Christmas* preceding, for their private Perusal, on the going out of Summons for the next Meeting of the Governours.

He shall yearly at the first Meeting after the first Day of *March*, lay before the Governours an Account in Writing of all the Tenants, with their respective Rents, and Times of Payment, and what was in Arrear from each Tenant at *Christmas* preceding; as likewise an Account to what Time the Debts of the Hospital were last paid and balanced; and what Debts of the Hospital are then standing out, as far as such Account can be given.

There shall be two Iron Chests, one in the Receiver's Custody for Old Estab. keeping the Hospital Revenues, whereof he shall give an Account to the Master quarterly; another with three Locks and Keys, two

in the Custody of the Master and Receiver, and the third in the Custody of whom the Governours shall please; to abide always in the Evidence-House for keeping the Surplus remaining at the Year's End, whereof the Receiver shall be Accountant by a fair Declaration examined, and engrossed in Parchment by the Auditor, and signed with their three Hands, and then safely laid up in the Evidence-House.

Old Estab. There shall be two other Declarations fairly written and signed by the Master, Receiver and Auditor, whereof the Auditor shall keep one to justify the Account, and the Receiver another for his full Discharge, which shall be as good, lawful and sufficient Acquittance and Discharge, as if the same were sealed with the Common Seal.

The Auditor.

Old Estab. **T**HE Auditor shall weekly examine the Manciple's Book of Disbursements for Dyets, and what else he lays out, to see if the one agree with the Establishment, and the other be done by Warrant, and upon due Examination shall approve them under his Hand, before they be signed by the Master.

Old Estab. He shall quarterly examine the Receiver's Book of Receipts of the Revenues and Disbursements for the Hospital, to see if the one agree with the Rental, and the other be disbursed by the Master's Warrant; and upon due Examination under his Hand of every Particular, the Book shall be signed by the Master.

Com. 11 Dec. 1717. Every Tenant, Farmer, and Accomptant of the Hospital, after the Payment of any Rents or Sums of Money to the Receiver of the Hospital, shall, within three Days after Payment thereof, enter his Acquittance for the same with the Auditor of the Hospital, that he may be the better able to charge the Receiver with the Receipt thereof in his Account.

Old Estab. Upon ballancing all Accounts of Receipts and Disbursements at the Year's End, he shall draw the three annual Declarations, that a perfect and yearly View may be taken of the State of the Hospital.

The Steward of the Courts.

THE STEWARD of the Courts shall have the Custody of the Assen.
Court-Books, and other Writings which concern the Courts ^{17 Nov.}
of the Manors, he giving Security by Bond of Two Hundred Pounds ^{1730.}
Penalty, that the said Books and Writings, together with all others
that he shall make, shall be delivered up to the Hospital within three
Months after he shall leave, or be deprived of his Office by Death,
or otherwise.

No Steward of the Courts shall take any greater Fee than Five Old Estab.
Shillings for his Copy, and entring it into the Roll, unless it ex-
presseth Uses made over by Will; in which Case his Fee shall be
Ten Shillings.

All Stewards of Courts shall bring or send into *Charterhouse*, with- Old Estab.
in three Months after the Court holden, the Roll thereof fairly
written in Parchment, with the Fine set down in the Margin, and
signed with his own Hand. They shall also deliver the Tenant his
Copy within Forty Days after the Court holden, if the Tenant de-
mand it, and pay for it according to the Rate aforesaid.

The Register, the Receiver, the Auditor, and the Steward of Assen.
Courts, shall be four distinct Persons for ever.

March 2.
1718.

Bayliffs of Manors.

NO Bayliffs shall be chosen of any Manor or Manors, unless he Old Estab.
dwell there, or within five Miles Distance at the farthest.

All Bayliffs shall put in Bond of Two Hundred Pounds a-piece, Old Estab.
with two Sureties for paying in the Money by them levied, either
for Free-rents, or Profits of Courts; and they shall not meddle with
the Receipts of any Farm-rents, upon Pain of forfeiting their
Bonds.

All Bayliffs shall bring in all free and customary Rents within Old Estab.
Forty Days after the Quarter-day; also all Profits and Perquisites of
Courts within the same Time of Forty Days after the Day assigned
by the Steward for Payment thereof.

Leases.

Leases.

Assen.
7 Nov.
1689.

BEFORE any Matter relating to the Revenue of the Hospital be laid before the Governours, the Master with the Officers shall meet, and consider what is fit to be done therein, and present the same to the Governours under their Hands.

Assen.
8 July,
1724.

In all Reports, an Account shall be given of the Quantity and Quality of the Land, and Acres of each Farm to be renewed.

1713.

When any of the Tenants shall petition to have their LEASES renewed, they shall produce a Certificate from the Bayliff of the Manor, touching the State of the Repairs of their House and Farm, and their Performance or Breach of any of the Covenants contained in their Leases, the said to be produced to the Governours, when the Master and Officers shall make their Report concerning such Renewal.

Old Estab.

All Lease Rents shall be paid by Tenants at *Charterhouse*; and all Free and Customary Rents, with Profits and Perquisites of Courts, shall be there likewise paid by the Bayliff.

No Tenant shall have Respite for Paymant of his Rent above Forty Days after the Quarter-Day, wherein he ought to pay the same.

Old Estab.

All Lessees shall be tied to dwell upon their Farms, and not to put them over but to Wife and Children, without Licence procured from the Governours in Assembly; and no Licence shall be granted them but for the Remainder of Years limited by the former Lease, and at the same Rent, and enjoining the Under-Tenants to dwell thereupon.

Old Estab.

In every Lease hereafter to be granted, of any of the Hospital Lands or Tenements, in any Manor where a Court-Baron is used to be kept, there shall be comprized, in every such Lease, a Covenant on the Lessee's Part, to do Suit of Court there, and to be obedient to the Orders therein to be made touching, or by Reason of the Lands and Tenements.

Assen.
28 May,
1663.

No Tenant of the Hospital shall have Liberty to renew his Lease, till the old Lease shall be within four Years of expiring. Nor shall any be granted for Lives, or longer than one and Twenty Years.

The

The Book expressing the yearly Rent of the Farms now paid, and the yearly Value by Survey, shall be brought to the Table at every Assembly, that upon the Expiring or Renewing of Leases, the Governours may increase or abate the Rents, as to their Wifdoms shall seem best for the Good of the Hospital.

The Pensioners.

THE Pensioners, or poor Brethren, shall be appointed by the Governours, and shall not exceed the Number of Fourscore. Let. Pat.
Old Estab.

They shall not be holden qualified and capable of the Place, unless they can bring good Testimony and Certificate of their good Behaviour, and soundness in Religion, and such as have been Servants to the King's Majesty, either Decrepit, or Old, Captains either at Sea or Land, Soldiers maimed, or impotent, decayed Merchants, Men fallen into Decay thro' Shipwreck, Casualty of Fire, or such evil Accident, those that have been Captives under the *Turks*, and such like. Assen.
30 June,
1613.

He that hath been maimed in the Wars, either at Sea or Land, and not in any Fray or private Quarrel, being also a Subject of the King's Dominions, shall be capable of the Place at Forty Years of Age, or upwards: But if he be not maimed, though otherwise well deserving, he shall not be capable of the Place, unless he be Fifty Years old at the least: Nor shall any be admitted, whose Body is tainted with any leprous, unclean, or infectious Disease. None shall be admitted or elected, that hath competent Means to sustain him; and if at or after his Admittance, he shall be found to have an Estate, in Value worth Two Hundred Pounds, or coming in *viis & modis* to the Value of 24 *l. per Annum* during Life, his Place shall be void. Old Estab.

None shall be admitted till the next Quarter-Day after his Place is void, and till he bring two Pair of new Sheets with him, or that the House provide them for him; in Discharge whereof the Receiver shall deduct the Price out of his Wages due the first two Quarters, by equal and even Portions, and upon his Account clear the House of that Charge. Old Estab.

When any Person shall offer himself to take the Oaths in order to be admitted a Pensioner in this Hospital, he shall at the same Time Assen.
13 July,
1731.

Time be obliged to declare upon Oath, that he is not a married Man; and if he shall refuse to take the said Oath, he shall be rejected.

Assen.
2 Nov.
1667.

No Officer shall demand or take any Fee or Gratuity, for or in Respect of registering or admitting any Pensioner into the Hospital, under Penalty of losing his Place.

Old Estab.

All the Pensioners, and the inferior Officers and Members of the Hospital, shall give dutiful Reverence to the Master of the Hospital, wheresoever they shall happen to be in his Presence, or when either he shall speak to any of them, or any of them shall repair, or speak to him, they shall stand before him with their Heads uncovered, not presuming, while they are in his Presence, to put on their Hats, (except it be at the Table at Dinner and Supper) and none shall give or use any evil reviling or railing Speeches of him before his Face, or behind his Back, upon Pain of the Loss of one Month's Commons at least for every such Offence done. And it is also commanded, that they be obedient unto him in all his lawful Commands and Injunctions to them, for the Observing the Orders and Constitutions made or to be made by the Governours.

Old Estab.

They and every of them shall be diligent in frequenting the Chapel of the Hospital twice every Day, at Times of Divine Service, and there behave themselves reverently, as it becomes them to do in so sacred a Place, and at so holy a Work; and though they may ask and obtain Leave of the Master on some Work-Day of the Week to be absent, upon some good and urgent Occasion; yet none of them shall be absent from Service and Sermon on the *Sunday*, if he be in Health, and able to come forth of his Lodging; and every one of them shall receive the Holy Communion of the Lord's Supper thrice every Year, *viz.* at *Christmas*, *Easter*, and *Whitsuntide*, unless the Master and Preacher be satisfied by some lawful Excuse, and just Cause of their failing; otherwise the Party so wilfully neglecting, shall be liable to the Master's Chastisements, and to the Governours further Displeasure.

Assen.
24 Feb.
1622.

If any of the Pensioners, or the inferior Officers and Members of the Hospital, after his Admittance, shall draw any Weapons in the Hospital, to the Intent to hurt any Member of the said Hospital, or shall strike in Anger any of the said Hospital within the Precinct thereof, or be convict of any notorious Crime punishable by the
Laws

Laws of this Realm; then his Place in the Hospital shall be void, and he quite removed from the same.

No Pensioner, nor inferior Officer, shall wear any Weapons or unseemly Apparel in the Hospital, but only such as it becometh Hospital-men to wear. Assen.
24 Feb.
1622.

None of them shall lodge Abroad out of his ordinary Lodging by Night, or permit or suffer any Stranger to lodge in any of their Lodgings within the Hospital: Neither shall any of them haunt Houses suspected of Incontinency, Gaming-houses, Common Bowling Alleys, Taverns, or Alehouses, by Day or Night, (neither use Swearing, and taking of God's Holy Name in vain, nor abuse, by railing or otherwise, any of his Fellow Brethren, or other notorious Vice) upon Pain of such Punishment of such Offender as shall be thought meet by the Master, in the Presence of two of the Chief Officers of the said House, whom he shall please to call unto him; and if the Party so punished shall prove incorrigible, after he hath been twice punished, then the Master shall put such Offender out of Commons until the next General Assembly, and then he shall acquaint the Governours therewith, that they may inflict such further Punishment upon him, either by Expulsion or otherwise, as they in their Wisdom shall hold fitting. Ibid.

If any Pensioner shall appear in the Hall, Garden, or elsewhere within the Hospital, without their Livery Gown, he shall be punished by the Master. Assen.
2 March
1718.

But no Pensioner of the Hospital shall hereafter presume to go into any Taverns or Alehouses with his Livery Gown on his Back, upon Pain of such Punishment as the Master in his Discretion shall inflict. Assen.
22 Feb.
1624.

If any Pensioner, inferior Officer, or Member of the Hospital shall be drunk, the Master shall impose on him a Mulct of a Fortnight's Commons for the first Offence; for the second, a Month's Commons; and for the third Offence, the Person so offending shall be expelled the Hospital without any further Order to be taken therein by the Governours. Assen.
25 July,
1645.

If any Pensioner, or inferior Officer, shall use Swearing at any Time, or taking God's Holy Name in vain, for the first Offence so committed, he shall undergo a Mulct of One Shilling; for the Second, of a Fortnight's Commons; and upon the Continuance of such his Transgression, the Master shall put him out of Commons, and not suffer such Offender to have any Benefit of his Place, but only his Lodging in the Hospital. And then the Master shall inform the next General Assembly, that such Offender may be

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by

by them more severely chastised by Way of Mulct, Expulsion, or otherwise, as to them in their Wisdom shall seem meet.

Assem.
26 Feb.
1722.

No Pensioner shall meddle with any Business touching the Affairs of the Hospital, but only the Service of God, and take thankfully what is provided for them, without Muttering, Murmuring, or Grudging.

Old Estab.

They shall not undertake the Following of other Men's Causes or Suits, nor procure the Molestation, Trouble, or Expence of any one by their Suggestions or Informations, upon Pain of being punished by the Master, and abiding the Governours further Displeasure.

Assem.
24 June
1718.

If any Pensioner shall have any just Cause of Complaint, he shall first acquaint the Master therewith in Writing; and if he shall not upon such Complaint have Redress, then, and not till then, he may make his Petition to the Governours, lodging the said Petition with the Register, to be by him presented at the next Meeting of the Governours, he having first informed the Master thereof. But no Pensioner shall in any Case presume to trouble any of the Governours singly, or in private, or any other Person whatsoever with such Complaints, but shall proceed therein in such Manner only, as is hereby appointed and ordered.

Assem.
21 Jan.
1618.

The Master of the Hospital, and every Officer, Pensioner, and Member of the same, shall take their Diet in the Dining-Halls appointed for that Purpose, and not in their Chambers, unless it be in Time of Sicknes, or upon some urgent Occasion, such as the Master shall allow of.

Comm.
31 March
1715.

Two of the Pensioners of the Hospital, in their several Turns, shall go daily to Market with the Manciple and Chief Cook, to buy the Provisions for the Diet of the Hospital, that Choice may be made by them of that which shall be good and sweet, and to see ready Money paid for the same.

Assem.
22 Feb.
1615.

Every Pensioner of this Hospital, that happens to fall so sick, that he cannot come to the Common Hall to take his Repast, shall have his Part in Diet in his Chamber, or his weekly Allowance in Money for it, as the Master and the Physician in their Discretions shall hold meet.

Assem.
21 Jan.
1618.

No Officer, Pensioner, or Member of this Hospital, shall send or carry away any Bread, Beer or Meat, from their Tables, when they shall be at Dinner or Supper in the Dining-Halls; but if any Bread, Beer, or Meat, shall happen to be left, it shall be bestowed on such poor Men and Women, that shall from Time to Time be appointed, and allowed to do Service in the said Hospital; or otherwise, as the Master

Master in his Discretion shall hold fitting ; but not any of it to be sold for Money.

The ordinary Allowance of the Hospital being not sufficient for the comfortable Support of such Pensioners, who by Sickness shall be at any Time disabled from taking their Commons in the Hall ; the Master of the Hospital may give an additional Allowance, not exceeding Eighteen Pence by the Week, to any sick Pensioner, upon a Certificate first made by the Physician of the Hospital, that the usual Commons are unwholesome for him. Assen. 24 June, 1664.

Any Pensioner may be absent from the Hospital with the Master's Leave for two Months in the Year, and during such Absence shall have an Allowance of two Thirds of his Commons ; but if absent for two Months, or any less Time without Leave, then to have no Allowance for Commons during such Absence. Assen. 31 May 1727.

If he hath Occasion to continue above two Months absent, then he shall signify the Cause thereof to the Master, who shall propose it to the next Meeting of the Governours ; and in the mean Time, the Allowance for Commons, and also his Pension in Money shall be stopped till his Cause of Absence be approved. Ibid.

If any Pensioner continue absent beyond two Months, without making any Application for a longer Time, or making any Application, but offering such Reasons as shall not be approved of by the Governours, after four Months Absence, he shall cease to be a Brother. Ibid.

Other Duties to be performed by the Pensioners, such as their reverent Behaviour at Prayers, civil Fashion of Feeding, cleanly and decent Cloathing, neat and wholesome Lodging, friendly and brotherly conversing and living together, shall be referred to the Master's Discretion to direct, and to the Power given him to correct. Old Estab.

The School.

THE Scholars of the Foundation shall be appointed by the Governours, and shall not exceed the Number of Forty, nor shall any be admitted as such, whose Parents have any Estate of Lands to leave unto them, but only the Children of such poor Men as want Means to bring them up. Lett. Pat. Old Estab.

The SCHOOL-MASTER shall be of Twenty-seven Years of Age at the least, a Master of Arts, of good Reputation both for his Life and Learning in the *Latin* and *Greek* Tongues. The USHER shall likewise be well qualified for his Place, having taken the Degree of Batchelor of Arts two Years at least before his Election, aged Twenty-

four Years : And if there be such in either University, (no Discontinuers) that have formerly been Members of this Hospital, they shall (*cæteris paribus*) be chosen before others.

Assen. 27
June, 1739. No Gift nor Fee shall be taken by any Servant whatsoever, at the Admission of any Scholar into the Hospital.

Old Estab. The School-master shall have Charge to admit no Scholar without one new Suit of Apparel besides that he wears, two new Shirts, three new Pair of Stockings, three new Pair of Shoes, and Books for the Form he is to be in, or Money to buy them ; and if he fail therein, the Charge of repairing the Wants shall be discounted out of his own Wages.

Assen.
2 Nov.
1669. He shall have Certificate, by good Proof, from the Place whence they come, of the just Age of every Boy to be admitted, and he shall admit none under the Age of Ten, or above the Age of Fifteen.

Old Estab. He shall keep a Book of all such Admissions, and also of all Scholars sent to the University, or Trade, with a particular and punctual setting down the Day and Year of their coming in and going out.

Assen.
30 June,
1737. The Names of the Scholars shall be called over at Nine of the Clock in the Evening, and the Monitor shall give the School-master an Account of such as are absent : The Usher shall go round the Galleries, and see the Scholars in Bed at Ten of the Clock.

Old Estab. They shall keep the accustomed Hours of Six in Summer and Seven in the Winter for their coming to School, and of Six in Summer and Winter, if the Time will permit for their leaving off, not failing, both Morning and Evening, to begin and end their Studies with the *Latin* Prayers and Collects now used.

Old Estab. He shall read none but approved Authors, *Greek* and *Latin*, as are read in the best esteemed Free Schools, and shall see those of the Upper Form furnished with *Greek* Testaments for their Use in the Chapel.

Assen.
21 Oct.
1748. Twenty Pounds a Year shall be paid quarterly by the Receiver, to an able Master of Writing and Account, to be appointed from Time to Time by the Master of the Hospital and the School-master ; and he shall diligently attend to teach all the said Scholars, at such Hours as the School-master shall appoint.

Old Estab. Besides the Scholars weekly Exercise, they of the Highest Form shall every *Sunday* set up in the Great Hall four *Greek* and four *Latin* Verses a-piece, upon any Part of the Second Lesson appointed for that Day, for the Master of the Hospital, or any Stranger to view and examine ; as also two shall be weekly appointed for reading the Chapters and saying Grace at every Meal in both Halls.

Such

Such Scholars as are not apt for Learning shall be put forth Apprentices at or before they attain the Age of Eighteen Years, but such as by their Learning shall be ready for the Universities, shall be continued in the School at the Charge of the Hospital, till Exhibitions at the University shall fall to their Share. Com. 8 April 1665.

Twenty Pounds shall be given with each Scholar that shall be put forth Apprentice. Assen. 24 March 1684.

The Number of Exhibitions at both Universities shall be Twenty-nine. Assen. 13 Sept. 1688.

An Exhibition of Twenty Pounds *per Annum* shall be paid quarterly, in equal Portions, to them until the End of Eight Years, from the Time of their being elected to the Universities, if they abide there so long following their Studies; but in Case they shall discontinue sooner, their said Exhibition shall cease. Assen. 15 March, 1637.

The Scholars to be elected to the Universities shall be examined before every Election, by one or more Person or Persons, whom the Lord Archbishop of *Canterbury* shall think proper to join to the Master of the Hospital in making such Examination some Time between *Easter* and *Whitfontide*, as his Grace shall appoint. Assen. 2 Feb. 1642.

Every Exhibitioner of the University shall send up quarterly a Certificate of the Time of their Residence, and of their being studious and of good Behaviour, signed by the Head, or two chief Officers of the College they are Members of. Com. 21 Dec. 1653.

The Exhibition of every Scholar, for the first four Years, shall be paid to the Tutor for the Scholar's Use, provided the Scholar shall be so long under Tutorage. Com. 5 April, 1655.

If any Exhibitioner at the University shall in any Year absent himself from the University, and discontinue thence for the Space of four Months together, or at several Times in one Year shall be absent thence so long, as that the Whole put together will amount to four Months, unless it be in Case of Sickness, sufficiently attested in due Time to the Master of the Hospital, he shall forfeit his Exhibition. Assen. 24 June, 1734.

To every Petition on Account of Absence from the University through Sickness, an Affidavit shall be annexed of the Truth thereof. Assen. 6 Jan. 1713.

If any Scholar shall presume to assault any Officer, Pensioner, or Servant, belonging to this Hospital, such Scholar shall, beside the Correction which the School-master shall think fit to inflict upon him, be expelled the House, upon Complaint thereof made and proved to the Satisfaction of the Governours. Assen. 1 Dec. 1738.

If any Scholar of the Hospital do lie out of the same without the Leave of the School-master, for his Second Offence of that Kind he shall be utterly expelled the Hospital. Assen. 2 Nov. 1677. All

Assem.
11 Nov.
1702.

All such Scholars of the Hospital, who shall be elected to the Universities, or are to be placed out Apprentices, shall conform themselves, and be subject to the Rules and Orders of the School, until they shall leave the Hospital.

Old Estab.

The School-master and Usher shall be diligent in the daily Attendance on their Charge, and shall not journey into the Country without the Master's Leave: Nor shall they take into their Tuition above Sixty other Scholars, unless they entertain another Under-Usher out of their own Means, who shall be dieted and lodged out of the Hospital: Nor shall they receive, for teaching those of the Foundation, any Fee or Wages from their Friends.

Old Estab.

They shall be careful and discreet to observe the Nature and Genius of the Scholars, and accordingly instruct and correct them. In Correction they shall be moderate, in Instruction diligent, correcting according to the Quality of the Fault in Matters of Manners, and according to the Capacity of the Fault in Matters of Learning.

Old Estab.

All other Duties of their Place they shall faithfully perform; namely, to see that the Scholars be of modest and mannerly Behaviour, well and decently clothed, orderly and seasonably dieted, cleanly and wholesomely lodged; and that the Matron, Butler, Taylor, and Groom, perform their Duties to these Purposes, otherwise their Tutors to be censured by us the Governours, and their Servants to be punished by the Master of the Hospital.

Inferior Officers and Servants.

Old Estab.

THE MANCIPLE shall put in Bond of One Hundred Pounds, with one sufficient Surety for discharging himself by a just and allowed Account of all such Sums of Money as the Receiver shall from Time to Time impress unto him for the Affairs of the Hospital.

Receiver's
Indent.
Com.
31 March,
1715.

He shall receive weekly on *Friday*, from the Receiver, Thirty Pounds to buy the Provision for the Week ensuing, and shall pay ready Money for all Provisions bought at Market; to which he shall be accompanied daily by the Chief Cook and two of the Pensioners in the Hospital, to see that the said Provisions are sweet and good.

Old Estab.

He shall attend his Service in the Kitchen till all the Tables be served, and the Meat taken away; and then he shall take his Meals with the inferior Officers and Grooms, at their accustomed Table, and the Rate established in the Hospital.

He

He shall keep a Book of the weekly Expence in Diet, and carry Old Estab. it to the Auditor to be examined ; and within four Days after the Week is expired, he shall bring it to the Master to be perused and signed by him, and whom else the Master shall call.

He shall deliver, at every Quarter-day, to the Receiver an Ac- Com. count of Absences for the Quarter foregoing, for how long Time they ^{21 May,} have been absent, and whether with or without the Master's Leave. ^{1727.}

The House-keeper shall twice every Year take a true and perfect Old Estab. Inventory of all the Goods, Moveables, and Utenfils of and throughout the Hospital, and give Account thereof to the Master, that he may lay the Embezzeling or Loss to every Officer, Groom, or Pensioner, to whom it was intrusted, satisfying the House out of their Wages at his Discretion, and giving Order for Repairing and Renewing such Stuff as shall be so lost, or by long Wearing become no more useful.

The Cast Household Stuff, that from Time to Time shall be found Com. to be of no further Use to the Members of the Hospital, shall be ^{26 Nov.} laid up in a Storehouse, to the End that the same may be disposed ^{1658.} of in Exchange for new, as Occasion shall require.

The Cooks and other Servants in the Kitchen shall diligently Assen. perform their Duties, and dress the Victuals and send them up to ^{8 July,} the Tables in a clean and decent Manner ; and they shall not cut ^{1714.} off any Pieces, or Pieces of Joints of Meat, under Pretence of Kitchen Fees.

The Pantlers shall give due Attendance in the Pantries and Halls, Assen. and take Care that the Baker serves the Hospital with Bread of the ^{1 Jan.} finest Wheat Flower, and that each Loaf weigh six Ounces Troy ^{1618.} Weight, (Half a Pound) and that no more Bread be spent, than the stated weekly Allowance, viz. two Loaves a Day for each Person in Commons.

The Butlers shall give due Attendance in the Butteries and Halls, Assen. and take Care that the Brewer deliver wholesome and good Beer, ac- ^{1 Jan.} cording to the Price stated, (8 s. 6 d. per Barrel) and not exceed the ^{1618.} ordinary weekly Allowance, viz. two Quarts a Day for each Person in Commons.

The Gardiner shall take great Care to keep the Wilderness and Assen. the Gardens in a neat handsome Manner, by pruning the Trees, ^{4 July,} sweeping and weeding the Walks, and by doing all such other ^{1724.} Things as properly belong to the Office of a Gardiner, for the Beautifying of them. And he shall open the Door for, and permit

mit all such Persons to walk in the Wilderness, as the Master and Officers shall ~~think~~ direct.

He shall furnish the Master's Table with such Fruit and Salleting as the Gardens shall produce ; and the Pensioners and Scholars Tables with such Salleting as the Gardens shall produce, or he shall be directed by the Master to purchase for them.

The Grooms of the Hall shall diligently attend in the Halls at Dinner and Supper, and sweep and keep clean the Halls, and make and look after the publick Fires in the Halls, and duly attend all such other Services concerning the Hospital, as the Master shall lay upon them.

The Porter shall constantly attend his Service at the Great Gate, and observe the Persons coming in and going out of the Hospital ; as likewise what Things are carried out thereof.

He shall suffer to enter the Hospital none but Persons of sober and orderly Behaviour, who come about Business, or to visit some of the Members of the Hospital, or to walk in the Gardens at the proper Seasons ; all common Beggars, rude and disorderly Persons, he shall utterly repel.

He shall observe when the several Members of the Hospital pass and repass the Gate ; and if he shall see any of them disordered in Liquor, he shall acquaint the Master therewith ; as likewise, if he shall suspect, upon good Reason, any of them to lie out of the Hospital, or to retain any Stranger therein.

He shall permit no Scholar of the Foundation to go out of the Gate without Leave under the School-master's Hand, or some other deputed by him.

He shall lock the Gate at Ten a-Clock every Night, and shall carry the Keys to the Master of the Hospital.

All the other inferior Officers and Servants of the Hospital shall diligently and duly perform their Duties, or they and every of them shall be punished for the ~~same~~ ^{neglect}, at the Discretion of the Master of the Hospital.

F I N I S.

Assen.
13 Dec.
1728.